

**C. Reporting and Accountability**

1. The Board, in entrusting its vested personnel authority to the chief executive officers, expects compliance with these policies and procedures and with the directives and orders of the Board. To ensure this, the Board requires complete accountability from the chief executive officers.
2. The Board may, at any time, require reports or schedules of any and all personnel actions delegated to the chief executive officers.

The executive director is hereby delegated the full authority to call for, at any time, any such reports or schedules that the Board itself could require.

3. All reports and schedules shall be uniform and in the form and content as directed by the Board or, in the absence of Board specifications, as prescribed by the executive director.
4. In addition to any reports or schedules requested by the Board, the following schedules and reports shall be standing directives to the chief executive officers:
  - a. In October of each year, a report of the supplemental or additional compensation (or payment of bonuses or contractual incentive pay) made to athletic department personnel (at the institutions only) in the preceding year, and including anticipated costs in the ensuing year. Additionally, the October report should include information on each coach's performance relative to the academic incentives of his or her contract.
  - b. A semi-annual report of all items listed below, which should include, the name of the appointee, position to which appointed, area or department of assignment, salary and effective date of appointment, and any other information as prescribed by the executive director:
    - (1) a list of all employees receiving an increase in salary in excess of twenty percent (20%) or greater than \$15,000;
    - (2) a list of those employees appointed to positions at the level of dean or assistant vice president or higher, or who report directly to the chief executive officer, not otherwise reported or requiring Board approval;
    - (3) a statistical summary report of benefit eligible employees appointed to any type of non-classified position, not otherwise reported or requiring prior Board approval;
    - (4) a list of supplemental compensation to non-classified employees in addition to their regular salaries;
    - (5) a list of faculty members that were granted tenure;

- (6) a list of employees granted a change in faculty rank;
- (7) a list of employees granted professional leave or sabbatical leave with or without compensation, along with a brief statement of the purposes of each.